COMMONWEALTH OF MASSACHUSETTS

,SS: HOUSING COURT DEPARTMENT
                                                    DIVISION
                                          CIVIL ACTION
                                          NO. / / /- / / / / / /

_____
            Plaintiff

            VS.

_____
            Defendant

<u>SUMMONS AND ORDER OF NOTICE</u>

To the above-named Defendant:

You are hereby summoned and required to serve upon plaintiff's attorney, _____, whose address is_____an answer to the Complaint which is herewith served upon you, within 20 days after service of this summons upon you, exclusive of the day of service. If you fail to do so, judgment by default will be taken against you for the relief demanded in the Complaint. You are also required to file your answer to the Complaint in the office of the Clerk of this Court at _____, either before such service upon plaintiff's attorney or within a reasonable time thereafter.

Unless otherwise provided by Rule 13(a), your answer must state as a counterclaim, any claim which you may have against the plaintiff which arises out of the transaction or occurrence that is the subject matter of the plaintiff's claim or you will thereafter be barred from making such claim in any other action.

WE ALSO NOTIFY YOU that application has been made in said action, as appears in the Complaint, for a preliminary injunction and that a hearing upon such application will be held at the court house at said Housing Court, in the _____session, Room _____ without jury of our said court on _____the _____ day of _____A.D., 20_____, at _____ o'clock .M., at which you may appear and show cause why such application should not be ignored.

Witness, _____Justice, at _____Massachusetts, the_____day of _____, 200___.

_____
Clerk-Magistrate

NOTES:
1. This summons is issued pursuant to Rule 4 of the Massachusetts Rules of Civil
   Procedure.
2. When more than one defendant is involved, the names of all defendants should appear
   in the caption. If a separate summons is used for each defendant, each should be
   addressed to the particular defendant.

NOTIFICACION PARA LAS PERSONAS DE HABLA HISPANA: SI USTED NO FUEDE LEER INGLES, TENGA ESTE DOCUMENTO LEGAL TRADUCICO CUANTO ANTES.

PROOF OF SERVICE OF PROCESS

     I hereby certify and return that on _____, 20____, I served a copy of the within summons and order of notice, together with a copy of the Complaint in this action, upon the within named defendant, in the following manner (See Mass.R. Civ. P. 4(d)(1-5):

_____

_____

_____

Dated: , 20___.

N.B. TO PROCESS SERVER
    PLEASE PLACE DATE YOU MAKE SERVICE ON DEFENDANT IN THIS BOX ON THE ORIGINAL AND ON COPY SERVED ON DEFENDANT.